



City of Albuquerque

Legislative File Number EC-06-197 (version 1)

City of Albuquerque

Martin Chávez, Mayor

Recommendation of Award: RFP05-033-SV, “Promotional Testing
for Public Safety Departments”

City of Albuquerque

Martin Chávez, Mayor

The City of Albuquerque Department of Finance and Administrative Services, Purchasing Division, issued the subject Request for Proposals (RFP) for Human Resources Department to solicit Proposals from qualified companies to provide promotional testing services for the City of Albuquerque public safety departments.

The RFP was posted on the Purchasing Web Site and advertised in the local newspapers. Six RFP's were mailed to interested vendors, and four responses were received for evaluation.

The ad hoc evaluation committee reviewed, evaluated and scored the responses, in accordance with the evaluation criteria published in the RFP. The committee requested interviews and presentations from the top two offers received [“short-listed offerors”].

The committee re-scored short-listed offerors based on the evaluation criteria and additional information presented. The committee recommended award of contract to CWH Research, Inc.

Both respondents agreed to participate in community involvement program. None of the respondents qualified for 5% local preference.

Listed in ranking order are the respondent's composite score, average score and total cost:

<u>Offeror</u>	<u>Composite Score</u>	<u>Average Score</u>	<u>Cost Per Project</u>
CWH Research, Inc.	3951	988	\$38,000
Morris and McDaniel	3804	951	\$36,600

Fund Source: Public Safety Departments: Fund 110 for APD and AFD.

1 June 2006

Martin Heinrich, President, City Council

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Page 2

I concur with the ad hoc committee's recommendation.

Based on the foregoing, City Council approval is requested. Staff will be available to respond to questions at the appropriate hearings

Recommended:

Reviewed as to Form:

 Bruce J. Perlman, Ph.D. (Date)
 (Date)
 Chief Administrative Officer

Robert M. White
 City Attorney

Recommended:

Recommended:

 Patricia D Miller, Director (Date)
 Human Resources Department

Gail D. Reese (Date)
 Chief Financial Officer

Attachments: Copy: Approved Recommendation of Award Memo
Copy: Approved Ad Hoc Advisory Committee Memo
Copy: RFP

Copy: John J. Vigil, Acting Purchasing Officer, DFAS Purchasing Division
File: RFP05-033-SV